

**City of Marlborough  
Community Development Department  
Application for Downpayment Assistance**

Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Current Address \_\_\_\_\_ Work Phone \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Persons in Household \_\_\_\_\_

Please provide the following information for any member of your household who is currently employed. THE INFORMATION BELOW SHOULD BE PROVIDED FOR ANY PERSON(S) WHO WILL BE RESIDING IN THE PURCHASED UNIT.

	<b>YOURSELF</b>	<b>HOUSEHOLD MEMBER</b>	<b>HOUSEHOLD MEMBER</b>
Name			
Occupation			
Employer			
Employer Address			
Employer Phone			
Total Annual Salary			
Hire Date			

Attach a separate sheet to list additional wage-earners if required.

Please list any other sources of income and the annual amounts below. Include pension, Social Security, interest, child support, alimony, wages from part-time jobs, tips, etc.


Please list all persons in your household and their relationship to you. Include only those persons who will be living with you. Your list should include children, parents, spouse, etc.

Name	Relationship	Name	Relationship

Please send this application to Community Development Department, City Hall-140 Main Street, Marlborough, MA 01752. Date \_\_\_\_\_ Signature \_\_\_\_\_

Please include the following in your application package:

1. Copies of one month's most recent paystubs for each borrower along with two years' W-2. Last 2 years tax returns.
2. Applicants employed by family-owned business must also provide two years' signed federal tax returns, all schedules, with two years' W-2s.
3. Self-employed applicants must provide two years' signed federal tax returns, all scheduled and a year-to-date balance sheet through the most recent quarter. If incorporated, applicants must provide two years' signed corporate returns, all schedules and a corporate balance sheet through the moist recent quarter in addition to personal information.
4. A signed Purchase and Sale (P&S).
5. A commitment letter from your lending institution showing the financial arrangement including the downpayment and closing cost requirements